

**Grace A. Dow Memorial Library Board Meeting
August 19, 2015, 7:00 p.m.
City Hall Council Chambers**

MISSION

To inspire lifelong learning by connecting people and resources

VISION

To be the most dynamic, accessible, and relevant learning environment in the community

AGENDA – Wednesday, August 19, 2015

- I. Roll Call – Maxine Brink, Michael Burhans, Lucille Cronin, Sarah Galt, Debbie Hayes, Steven Markey, Laura Peterson
- II. [Acceptance of May 20, 2015 Meeting Minutes](#)
- III. Additions or Changes to the Agenda
- IV. [Public Comments](#)
- V. [Director's Report](#)
- VI. Patron Comments and Suggestions
- VII. Library Board 2016 Meeting Dates
- VIII. Library Board Annual Report Committee – Cronin, Hayes, Peterson
- IX. Mideastern Michigan Library Cooperative Report – Cronin
- X. Strategic Plan
- XI. Announcements
- XII. Adjournment

Next meeting date: October 21, 2015

**Grace A. Dow Memorial Library
Library Board Minutes
Wednesday, May 20, 2015, 7 p.m.
City Hall Council Chambers**

I. Roll Call

Burhans called the meeting to order at 7:00 p.m.

PRESENT: Melissa Barnard, Michael Burhans, Lucille Cronin, Sarah Galt, Steven Markey, Laura Peterson, Debbie Hayes, Maxine Brink

ALSO PRESENT: Ron Beacom, Manager of MCTV and Library Communications;
Roberta VanHolstyn, Technical Secretary

II. Acceptance of April 15, 2015 Meeting Minutes

Motion by Galt to accept minutes as submitted, seconded by Cronin. Motion approved.

III. Additions or Changes to the Agenda

None

IV. Public Comments

None

V. Director's Report

Barnard thanked Michael Burhans for attending the Friends of the Library Annual Meeting to express appreciation on behalf of the Board for the work that they do supporting the Library.

The Friends of the Library Book Sale is Friday, June 5th through Sunday, June 7th, which is the same weekend as the Art Fair.

The Library will be closed on Sundays beginning May 24th until September 13th. The Library is closed Monday, May 24th for the Memorial Day Holiday. The Library will be closed on Friday, July 3rd and Saturday, July 4th in observance of Independence Day.

A newly designed library card will be available to patrons when the current stock of cards is used. The new cards include a key ring card. In response to Hayes' inquiry, patrons may turn in their old card and receive a new card for \$1. New patrons will receive a card at no charge.

The library parking lot is scheduled to be resealed and striped the last weekend of May. Starting at 5:00 pm on May 30th, the parking lot will be closed until early Monday morning, June 1st. There will be no car access to the book drop. However, patrons can park in the Midland Center for the Arts parking lot and walk across the street to the sidewalk leading to the book drop to return materials.

The Summer Reading Program brochure showcases all the programs happening at the Library this summer. There will be a SuperHero Training Academy in collaboration with the Parks and Recreation Department at Plymouth Park on June 17th. The program is for children preschool through teens. The Summer Reading program starts June 8th. Cronin asked whether volunteers were needed to help at the SuperHero training. Barnard will follow up and send out an email.

Hayes inquired how the Summer Reading brochures are distributed. The brochure is sent to Midland Public elementary schools and area pre-schools and daycares. The brochure is also available at the Library and the schedule of events can be accessed on the Library website. There will also be a wrapper containing information about Summer Reading in the Midland Daily News on Sunday, June 7th. Galt suggested that Board members could take the brochures to locations that they visit. In previous years, Board members have taken Library brochures for distribution.

Hayes inquired about the recent Library visit by State Librarian Randy Riley. Barnard indicated Mr. Riley was impressed by the Library, its resources and new decor. His focus is on the Library of Michigan playing a bigger role in helping public libraries in the state be more successful. Cronin suggested an op-ed piece should be written about the State Library and its relationship to local libraries. The State Library is responsible for providing and supporting access to statewide databases and catalog for libraries in Michigan.

Brink requested library brochures for distribution at two upcoming township meetings.

VI. Patron Comments and Suggestions

UNSIGNED COMMENTS:

1. You should have a computer that you can get on without a library card but can get on the internet.

Patrons who do not have a library card can get a computer access card at the checkout desk for no charge.

2. You have some exceptionally friendly staff.

VII. Nominations Committee for 2015-2016 Board Officers

Galt proposed that Board members serve in the office of chairman and vice-chairman on a rotating basis. Those serving as vice-chair will serve as chair the next year.

After discussion, a motion was made by Markey, seconded by Brink that the Board establish a one year rotation for the office of chairman and vice-chairman with the vice-chair determined by seniority. Motion carried. Galt nominated Brink as chairman and Peterson as vice-chairman for 2015-2016. Motion passed.

VIII. Library Board Annual Report Committee

Committee members Cronin, Hayes and Peterson will meet to prepare the report.

IX. City of Midland 2015-2016 Budget

Barnard reported that on May 18th City Council approved the 2015-2016 budget as submitted. The budget will go into effect on July 1st.

X. Mideastern Michigan Library Cooperative Report

Cronin reported that she attended the MMLC Joint Board/Advisory Council Annual Meeting on May 14th with Barnard. Six attendees to the National Library Legislative Day spoke about the specific issues facing libraries that were addressed with legislators. The meeting was informative and well done.

XI. Strategic Plan

Barnard provided a handout and reviewed the goals and actions that will be the focus for staff in 2015-2016.

Barnard reviewed the Board goal for 2014-2015 and the actions taken by Board members. Under the goal of increase awareness of library services, the Board:

1. Participated in two community events, Kids Day at the Mall (Cronin, Hayes, and Peterson) and the Friends of the Library February Book Sale (Burhans, Galt and Peterson).
2. Appeared in “Yes You Can” videos produced by MCTV staff.
3. Submitted an op-ed article for MDN written by Board member Hayes.
4. Assisted at the National Library Week Tea (Burhans and Hayes)

Additional activities included:

- Board member Cronin served on the Mideastern Michigan Library Cooperative Board.
- Board member Burhans attended the Friends of the Library 2015 Annual Meeting.
- Board members Cronin and Galt attended the Michigan Historic Preservation Network reception held during the Preservation Conference held in Midland.

Beacom noted that another op-ed article from a Board member is needed. The “Yes You Can” videos done by the Board have been taken off the website. They received several hundred hits. A wrapper highlighting summer programs will be in the Sunday, June 7th Midland Daily News. Work continues with changing the look of the Library Connection newsletter.

In support of the strategic plan action to proactively approach patrons, Cronin suggested asking patrons at checkout, “Did you find everything you needed today?” Galt suggested a greeter near the checkout desk to ask patrons if they found what they needed. Markey commented it would be better to approach patrons on the floor, prior to checkout. Peterson was recently doing research in the Library and was approached by a librarian in Youth Services who proved to be very helpful. Burhans was recently helped by a reference staff member to locate an obituary.

In reference to the action of scheduling an annual Library Open House, Hayes inquired whether that type of event would be appropriate during the Art Fair and Friends Book Sale since there would be so many people in the area. Barnard indicated people are more intent on visiting the Art Fair and Book Sale with visits inside the Library down on that Saturday.

Following up on the action to work with the Discovery Square Team, Hayes inquired whether Whiting Forest is part of Discovery Square. Whiting Forest is part of Dow Gardens. Connecting Dow Gardens, the Midland Center for the Arts, and the Library as a campus is a goal of the Discovery Square Team.

XII. Announcements

Beacom reported that Eastman Road reconstruction won't reach the Library until after July 4th. This will benefit the Friends of the Library book sale in June. Touch a Truck is scheduled July 23rd and will be held in the Library parking lot.

Referring to "The State of America's Libraries 2015 Report," Hayes pointed out a quote by Deitrich Bonhoeffer included in the report, "The test of the morality of a society is what it does for its children." Hayes commented that the many programs, materials, and resources for children is a display of what this community is doing for the children via the Library and commended Barnard and the staff for that.

XIII. Adjournment

Brink moved to adjourn. Peterson seconded. Motion carried. Meeting adjourned at 7:58 p.m. The next meeting of the Library Board is August 19, 2015.

PATRON SUGGESTIONS AND CONCERNS August 2015

SIGNED COMMENTS:

1. I strongly recommend to send the email notification to both my son and me for my son's library account so both of us can remind each other.
2. I am upset about the level of difficulty to renew items online. I attempted this over the holiday weekend and had to call for help. The website is not user friendly and finding the renew button was challenging. Please re-think your layout on the website.
3. New fiction needs to be about 3 feet between shelves.
4. Name tags would be nice.
5. Your new computer home page is not very user friendly. Any chance we could return to the old set-up?
6. Having the magazine /book donation at the back of the library is not user friendly, especially since you can't turn left into the parking lot. Could it be moved to the front doors?
7. Please put library phone number on printed due date receipt as it used to be.
8. I frequently extol the many virtues of the children's librarians who, with smiles and even joy, show me books on tape for my grandsons' age level (and even share their favorites), seek out books on specific animals, places and even songs to help me relate regarding the places I've traveled to, and guide me in signing them up for reading prizes. They are WONDERFUL!! One of the reference librarians couldn't locate a book on my subject of the day and sent me

to the children's area. While searching there, I saw her "fly" in to give me the "lost" book. I am so impressed and delighted with ALL the help I receive from your marvelous staff.

9. Thank you for bringing back the afternoon movies for the winter months! We enjoy our monthly date at the library theater.

Adult Summer Reading Program:

Wouldn't it be fun to have the total number of pages adults read and number of book tapes listened to in a summer?

Hopefully you would offer Cup & Chaucer to your gift cards as one of the business choices.

UNSIGNED COMMENTS:

1. I would like to see more large print.

Note: Some of the handicap spaces were moved when the public parking lot was resealed at the end of May. The new location provides access to the building without crossing in front of traffic. There has been a mix of comments in favor and not in favor of the relocation.

Grace A. Dow Memorial Library Board

Director's Report

August 13, 2015

Adult Services Activities

The Great Michigan Read selection for 2015 is Station Eleven by Emily St. John Mandel. This novel plus two other examples of dystopian fiction will be featured in a series of three book discussions.

The *Our Changing Earth* lecture series will focus on climate change. The first program is "This is Not Cool: What You Need to Know About Climate Change" with presenter Peter Sinclair September 24th. Other programs are scheduled October through December.

Ann Jarvis, Reference Librarian, attended a user group conference on eBooks sponsored by Overdrive.

Ron Suszek, Supervisor of the Adult Services, participated in two webinars on databases: Reference USA and Resume Building.

Youth Services Activities

This summer 150 teens volunteered 2,500 hours of community service, assisting with library programs.

The Battle of the Books Kickoff is Saturday, November 14th.

Stephanie Williams, Supervisor of Youth Services, attended a training offered by the City of Midland on coaching to improve performance presented by Saginaw Valley State University staff.

Community Collaborations

International Peace Day will be commemorated with displays in the youth and adult areas beginning September 1. A special event at Creative 360 on September 20th will be highlighted.

Paintings from the Great Lakes Bay En Plein Air Festival sponsored by the Saginaw Art Museum will be on display on the first floor from September 10th through October 31st.

Several events celebrating October as Cultural Awareness Month will be co-sponsored with the Midland Area Community Foundation Cultural Awareness Committee, including a display on the Mezzanine, an author presentation and a book discussion on a selected title.

In April 2016, a history conference will be held at the library. Sponsors include the Midland County Historical Society, Saginaw Valley State University and the Grace A. Dow Memorial Library.

Other

Melissa Barnard did a presentation at a Kiwanis Club meeting on library programs and services for children under 5 years of age.

Melissa Barnard attended a training offered by the City of Midland on creating a culture of service presented by Saginaw Valley State University staff.

The library hosted a reception on June 25th for Ned Brandt to celebrate the release of his new book, Bug Fighters: A History of Dow Agrosiences, 1897-2007.

The Friends of the Library donated funds to purchase new laptops for the computer lab.

The library will be closed on Labor Day, Monday, September 7th. Sunday hours will resume on September 13th.

The Friends of the Library used book sale is Friday, October 16th (for members) through Sunday, October 18th.